

Minutes
Londonderry Select Board Budget Meeting
Wednesday January 13th, 2016
Approved January 18, 2016

1. Call meeting to order

Present: Jim Ameden, Steve Prouty, Paul Gordon, Wayne Blanchard and Cathy Aragi.

Staff: Stephanie Thompson, Tina LaBeau

Call meeting to order at 5:35 p.m.

Paul made a motion to enter executive session for a discussion of land purchase and a personnel matter. Wayne seconded. Motion passed with all in favor.

The Board moved out of executive session at 6:10 p.m.

2. Executive Session

Discussion of possible land purchase

3. New Business

Proposed 2016 Town Budget

Salaries

Town Administrator - Paul suggested 32500 to allow rate of pay possibly at \$27.50, and 20 hours or so per week. Mutual agreement. Enough work to do.

Clerk – 4.4% Jim –higher than he is in favor of. At the meeting put out as 2%. Questions about hours with clerk and assistant clerk. Jim asked if enough work to have two people on the same time with the assistant clerk. Tina said she thinks the increase because Kelly got a raise last year, and but not the two years before. Jim commented that raises are not guaranteed. Agreement to budget it at the 2%.

Treasurer – No raise requested. Jim asked for clarification on time spent in office and how it is used. Tina said she does not separate – just thinks of it as part of her job. Steve asked if there was a title – She is Assistant Town Clerk, as is Doddie. Tina said we can have as many assistants as we want. Jim wants to see it broken down more on how the two times are spent, but Cathy said she recognizes it can be difficult, and Tina said she doesn't think it is a significant amount, and is here most of the hours of the office open. Steve thinks her support is significant, especially when you talk about adding in benefit, etc. Benefits – she put in a family plan, though we discussed single plan at the budget meeting. She will pay for the other half of the plan. Change the budget amount to a single. Paul said even still with the single rate, looking at the full package, when wages and insurance are added together it means a 32% increase for the individual and Paul said he didn't know how the Board could justify. A 2% increase would be \$25,500. Question about the insurance requirement – total hours over 30 mandated health insurance, but would need to be documented, which Tina said she has been doing. Tina said her average is 35 hours. She is elected but was appointed to work number of hours in the salary amount they set. She was appointed in 2014 and was elected in 2015. Paul said that he still thinks it needs to be separated

out – if we want to hold the line then we might want eliminate some of the hours for assistant clerk. Kevin said historically the clerk and treasurer both got insurance.

Listers – Rate was presented as 2% for the two staff other than Sandra. Based on the actuals last year and what is requested, Jim doesn't think it makes sense – what will the extra work that is getting one be? He suggested holding the line as what it was last year, and the raises can be done within it. Jim suggested \$24,000 as it is more than what was spent last year and there is not additional work expected outside of the reappraisals which is separate. Steve is not comfortable with it.

Animal Control – It was an easy year Steve said with the beavers. The line was underspent from the last year, but it was higher the year before. It was decided to move the amount back down to \$3000. He gets \$250/month and submits for part of his cell phone bill. Kevin thinks there is mileage.

Insurance – next year may want to look at changing plans or look to employee contributions to share the cost.

Town Report Printing – Tina asked if we wanted to save by leaving out special appropriation finances. Was decided to keep them in.

Recording – budget higher than expended – the books are very expensive to replace – it all depends on what is needed.

Copier - \$217 per month, plus copies.

Software and Support – Mostly for NEMRC – so reduced to \$3500 which is still more than was spent last year.

Windham County Tax – Isn't set yet - \$30,000 is supposed to cover it.

Credit Card expenses – because we accept CC, there are fees charged for statements, etc. Anticipate more people will use cards with the service available.

Zoning Wages – Anticipating additional time spent on enforcement. Steve said there may be some legal expenses related to the enforcement, wherever those fall.

Travel and Training – usually splits billing for Paul between Londonderry and Weston, and also covers any DRB members that are attending.

Generator – Town hall and Floodbrook (the town's share). FEMA – waiting for them so we can do the project.

Town Hall Phone – Tina will check about switching this one too from Fairpoint to Comcast. Comcast is not an option at the Transfer Station.

Transfer Station Wages – reflects adding in Sunday coverage.

Recycling Wages – To reflect Sunday hours and to include substitute that wasn't in there before.

Septage – increased based on anticipated expenses.

Grader Installment – Will come out of equipment fund – offsetting revenue.

Conservation Commissions – Steve said Bob Twitchell wants survey on Prouty land – marker is missing and we may be mowing more than we need to.

Summer Highway – Repairs and maintenance – doing more work in house where they can.

Signage – More to be updated, and if policing passes then posting the Town roads with speed limits.

Winter Overtime – Should this go down as they have an extra driver? Check with Duane.

Winter Sand – Used a lot of sand last year, and the way it is paid after the winter.

Energy Coordinator – No very active right now, so the line was zeroed out. Paul has not heard back from him. Steve suggested we get on someone doing this after Town Meeting.

Beautification Committee – moved from special appropriations to budget item.

Special Appropriations – Memorial Park – asking for more money. Paul said we need to get their check book before Town Meeting, and that they need a chair person and need to follow the guidelines set-forth by the board. Until that happens they get no money. Paul will make some calls on this.

Adjournment

Paul made a motion to adjourn. Cathy seconded. Motion passed with all in favor. Meeting was adjourned at 9:07 p.m.